Supplementary Information for Legislative Review

1992 - 1993 Departmental Expenditure Estimates

Manitoba
Consumer and
Corporate Affairs

c2-06246/

DEPARTMENT OF CONSUMER AND CORPORATE AFFAIRS

SUPPLEMENTARY INFORMATION

FOR

LEGISLATIVE REVIEW

1992-93 EXPENDITURE ESTIMATES

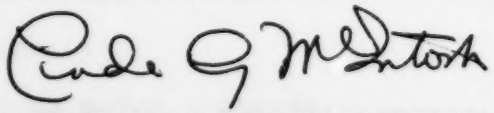
Includes 10% post-consumer waste.

PREFACE

THIS DOCUMENT HAS BEEN PRODUCED BY THE DEPARTMENT OF CONSUMER AND CORPORATE AFFAIRS AS A DEPARTMENTAL SUPPLEMENT TO PRINTED MAIN ESTIMATES. IT IS INTENDED TO PROVIDE BACKGROUND INFORMATION ON THE DEPARTMENT WHICH SHOULD COMPLEMENT THE INFORMATION ALREADY CONTAINED IN THE PRINTED MAIN ESTIMATES. IT IS HOPED THE ADDITIONAL INFORMATION WILL ASSIST MEMBERS OF THE LEGISLATURE IN THEIR REVIEW OF THE DEPARTMENT'S ESTIMATES.

THE CONTENTS OF THIS SUPPLEMENT ARE ORGANIZED INTO THREE PARTS. THE FIRST PART PROVIDES AN OVERVIEW OF THE DEPARTMENT OF CONSUMER AND CORPORATE AFFAIRS 1992/93 BUDGET REQUIREMENTS. THE SECOND PART PROVIDES PROGRAM AND FINANCIAL INFORMATION INCLUDING DETAILS OF STAFFING REQUIREMENTS AND EXPENDITURES. THE INFORMATION IN PART TWO IS ORGANIZED ON THE BASIS OF EXISTING MAIN APPROPRIATION SO THAT IT WILL PROVIDE AN EASY CROSS REFERENCE TO THE PRINTED MAIN ESTIMATES. PART THREE PROVIDES A FIVE YEAR HISTORICAL BUDGET COMPARISON. A STANDARD GLOSSARY OF TERMS IS ALSO INCLUDED AT THE END OF THE DOCUMENT.

THIS DOCUMENT HAS BEEN DEVELOPED TO ASSIST MEMBERS OF THE LEGISLATURE IN THE REVIEW OF THE PRINTED MAIN ESTIMATES. IT IS HOPED THAT IT WILL PROVIDE A MEANINGFUL INFORMATION SUPPLEMENT AND THAT IT WILL MEET THE NEEDS OF THE USERS OF THE INFORMATION. I WELCOME FEEDBACK AS TO THE USEFULNESS OF THIS SUPPLEMENTARY INFORMATION.



HONOURABLE LINDA G. MCINTOSH
MINISTER OF CONSUMER AND
CORPORATE AFFAIRS

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PART 1
DEPARTMENTAL OVERVIEW

DEPARTMENT OF CONSUMER AND CORPORATE AFFAIRS

MINISTER

HONOURABLE LINDA G. MCINTOSH

DEPUTY MINISTER

D. ZASADA

Role and Mission Statement

The goals of Consumer and Corporate Affairs are:

1. The protection of the public; and

2. The maintenance of a marketplace in which businesses can fairly compete.

This mission strives to both improve consumer/business transactions, which in turn, can foster, overall a more positive environment in the markerplace and ultimately contribute towards increase economic development.

It is a process which involves: assisting consumers and tenants, landlords and businesses by mediating complaints, administering legislation, providing information and educating all participants in the market place.

The Department of Consumer and Corporate Affairs was formed in 1970 from the Provincial Secretariat. Since then the Department has seen several responsibilites transferred to and from it including the Office of the Ombudsman, the Queen's Printer, Information Services Branch, the Censor Board, the Purchasing Bureau, Environmental Management, and Cooperative Development. Responsibility for the Residential Tenancies program was transferred to the Department in September, 1991.

The present Department is made up of three operating divisions: Administration and Finance: Consumer Affairs, which includes the Consumers' Bureau and Residential Tenancies Branch; Corporate Affairs, which includes the Public Utilities Board and The Manitoba Securities Commission.

The Department's organization chart is set out on page 6.

SCHEDULE 1

STATUTORY RESPONSIBILITIES OF THE

MINISTER OF CONSUMER AND CORPORATE AFFAIRS

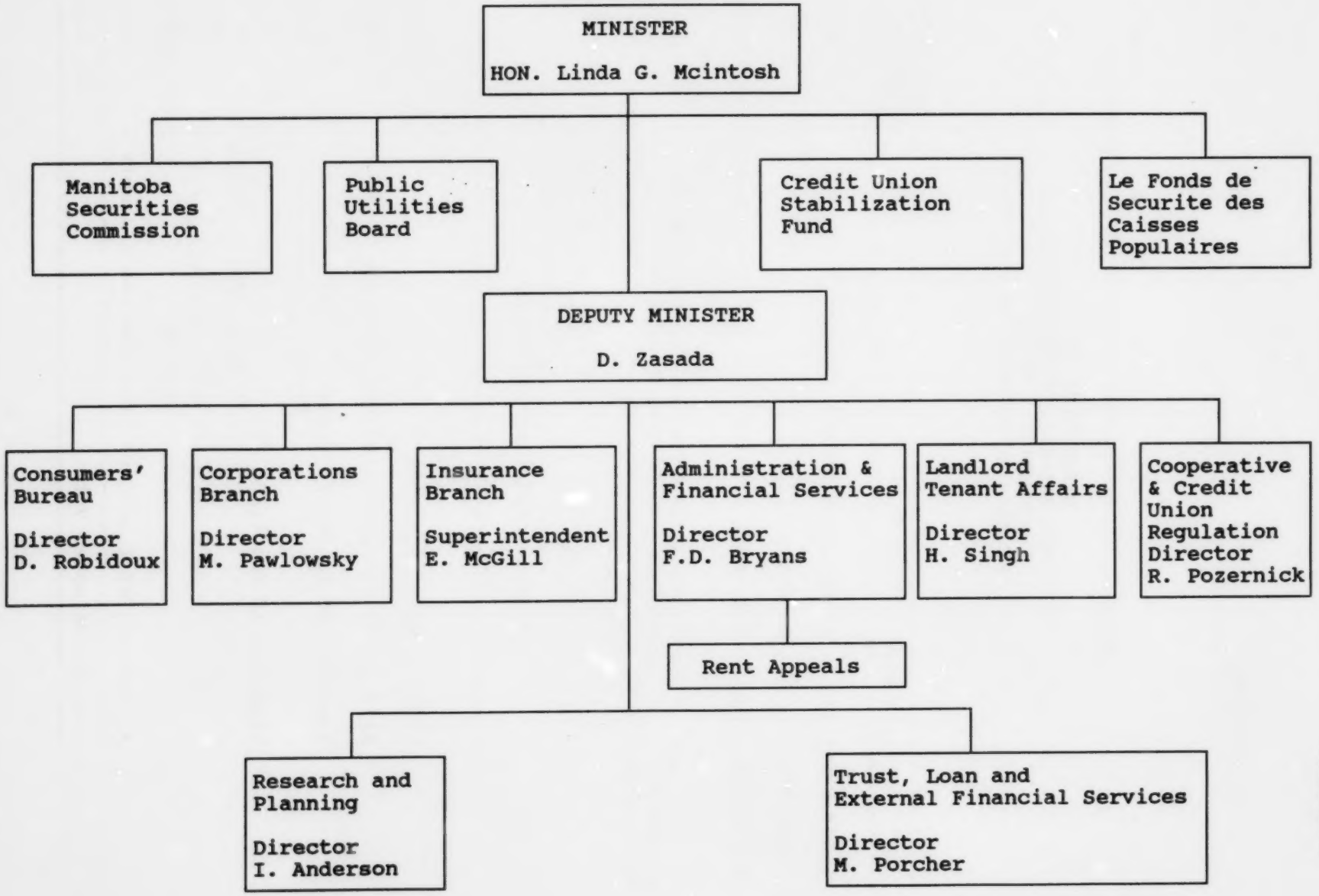
The Business Names Registration Act
The Business Practices Act
The Cemeteries Act
The Charities Endorsement Act
The Commodity Futures Act
The Condominium Act (only part of Act adminstered)
The Consumer Protection Act
The Cooperatives Act
The Corporations Act
The Corporations Act-Part XXIV-Trust & Loan Corporations
The Credit Unions and Caisses Populaires Act
The Embalmers and Funeral Directors Act
The Hearing Aid Act
The Insurance Act
The Insurance Corporations Tax Act
The Landlord and Tenant Act
The Manitoba Evidence Act (Part II and III)
The Marine Insurance Act
The Mortgage Dealers Act
The Partnership Act
The Personal Investigations Act
The Prearranged Funeral Services Act
The Public Utilities Board Act
The Real Estate Brokers Act
The Religious Societies' Lands Act
The Residential Rent Regulation Act
The Residential Tenancies Act (not yet proclaimed)
The Securities Act
The Trade Practices Inquiry Act

and:

Manitoba Revised Regulation P 210-R5,
Divison IV only, pursuant to
The Public Health Act

DEPARTMENT OF CONSUMER AND CORPORATE AFFAIRS

ORGANIZATION CHART



SCHEDULE 2

SCHEDULE 3

DEPARTMENT OF
CONSUMER AND CORPORATE AFFAIRS
EXPENDITURE SUMMARY
BY MAIN APPROPRIATION

Adjusted Vote 1991-92		Year Ending March 31, 1993
1,224,700	1. Administration and Finance	1,088,500
3,552,900	2. Consumer Affairs	3,727,500
6,378,800	3. Corporate Affairs	6,414,800
11,156,400	TOTAL FOR DEPARTMENT OF COOPERATIVE CONSUMER AND CORPORATE AFFAIRS	11,230,800

Reconciliation Statement

1991-92 Main Estimates		8,780,900
Allocation of General Salary Increase		57,300
Transfer of functions from:	Housing	2,867,700
Transfer of functions to:	Culture, Heritage and Citizenship	(43,700)
	Industry, Trade and Tourism	(327,100)
Allocation of funds to:	Legislative Assembly	(178,700)
1990-91 Adjusted Vote		11,156,400

SCHEDULE 4

DEPARTMENT OF CONSUMER AND CORPORATE AFFAIRS

BY SALARY, OPERATING AND GRANTS

ELEMENT	1991/92	Mar.31,1993
SALARIES (Details on Schedule 5)	7,586,400	7,853,100
OPERATING EXPENDITURES	3,493,500	3,301,200
GRANTS	76,500	76,500
TOTAL FOR DEPARTMENT OF COOPERATIVE, CONSUMER AND CORPORATE AFFAIRS	11,156,400	11,230,800

SCHEDULE

DEPARTMENT OF CONSUMER AND CORPORATE AFFAIRS
STAFF YEAR SUMMARY BY APPROPRAITION

RES. NO.	APPROP. NO.	DIVISION/BRANCH	ADJUSTED VOTE 1991-92 SY	SALARIES	YEAR ENDING 1992-93 SY	SALARIE
	5-1	Administration and Finance				
5-1(a)		Minister's Salary	1.00	20,600	1.00	20,60
5-1(b)		Executive Support	6.00	259,600	6.00	264,20
5-1(c)		Administrative Services	12.00	449,000	12.00	468,20
5-1(d)		Research and Planning	3.00	140,800	3.00	147,50
		SUB-TOTAL	22.00	870,000	22.00	900,50
		LESS: Recoverable fr.Legislative Assembly	0.00	(175,700)	0.00	(191,00
		TOTAL	22.00	694,300	22.00	709,50
	5-2	Consumer Affairs				
5-2(a)		Consumers' Bureau	23.26	861,200	23.26	914,10
(b)		Residential Tenancies Branch	56.26	2,074,600	56.00	2,213,30
		TOTAL	80.00	2,935,800	79.26	3,127,40
	5-3	Corporate Affairs				
5-3(a)						
5-3(b)		Corporations Branch	28.00	839,800	28.00	874,20
5-3(c)		Insurance Branch	9.00	328,500	9.00	343,90
5-3(d)		Manitoba Securities Commssion	29.00	1,298,400	28.00	1,256,60
5-3(e)		Public Utilites Board	9.02	561,700	9.00	606,80
5-3(f)		Trust,Loan & External Fin.Serv	9.00	382,600	9.00	396,80
		Coop & Credit Union Regulation	11.26	545,300	10.26	537,90
		TOTAL	95.28	3,956,300	93.26	4,016,20
CONSUMER AND CORPORATE AFFAIRS			197.28	7,586,400	195.00	7,853,10

SCHEDULE 6

DEPARTMENT OF CONSUMER AND CORPORATE AFFAIRS

STAFF YEAR SUMMARY 1992-1993

BY STAFF CATEGORY**

	STAFF CATEGORIES									
	MANAGERIAL		PROF/TECHNICAL		ADMIN.SUPPORT		BOARD MEMBERS		TOTAL	
AREA	SY	$	SY	$	SY	$	SY	$	SY	$
Administration and Finance	7.00	362,800	6.26	273,100	8.26	264,600	0.00	0	22.00	900,500
Consumer Affairs	4.00	278,500	39.00	1,725,800	36.26	1,034,600	0.00	88,500	79.26	3,127,400
Corporate Affairs	14.00	901,300	27.26	1,265,800	52.00	1,517,100	0.00	332,000	93.26	4,016,200
TOTAL	25.00	1,542,600	73.00	3,264,700	97.00	2,816,300	0.00	420,500	195.00	8,044,100

LESS: Recoveries from Legislative Assembly	(191,000)
	7,853,100

NOTE 1 Reconciliation of Amount of Salaries:
Total Salary Costs per Schedule 5

PART 2
DETAILED FINANCIAL INFORMATION

Adjusted Vote 1991/92	Appro. No.	CONSUMER AND CORPORATE AFFAIRS (V) Details of Appropriation	Year Ending March 31, 1993	Resolution No.
1,224,700	.....1.	ADMINISTRATION AND FINANCE.....	1,088,500	16

- Provides executive direction and co-ordination of department programs.
- Provides central administrative and financial services for the Ministry programs, Statutory Board and Commissions.
- Provides central administrative and financial services for the Legislative Assembly.

				Ref. Num.
20,600	1(a)	Minister' Salary.....	20,600	1
312,600	1(b)	Executive Offices.....	316,500	2
735,700	1(c)	Administrative Services.....	588,900	3
155,800	1(d)	Research and Planning.....	162,500	4
1,224,700			1,088,500	

REFERENCE NUMBER 1

SUB-APPROPRIATION 05-1A

MINISTER'S SALARY

- Provides for the compensation to which an individual appointed to the Executive Council is entitled.

SALARIES	Adjusted Vote 1991-92 SY	$	Year Ending March 31, 1993 SY	$
Managerial	1.00	20,600	1.00	20,600

REFERENCE NUMBER 2

SUB-APPROPRIATION 05-1B

EXECUTIVE SUPPORT

OBJECTIVES:

To advise the Minister on department operations and policy.

To co-ordinate and manage the activities of the department.

To provide clerical and secretarial support for the offices of the Minister and Deputy Minister.

ACTIVITY IDENTIFICATION:

Administers the Embalmers' and Funeral Directors Act.

Formulates and reviews legislative proposals.

Provides liaison with consumer oriented groups, representatives of the business sector, and government officials.

	Adjusted Vote 1991-92		Year Ending March 31, 1993	
SALARIES	SY	$	SY	$
Managerial	1.00	82,900	1.00	83,100
Professional/Technical	2.00	80,600	2.00	80,000
Administrative Support	3.00	96,100	3.00	101,100
Total Salaries	6.00	259,600	6.00	264,200
Other Expenditures				
Transportation		13,000		13,000
Communications		13,500		12,800
Supplies and Services		12,300		12,300
Other Operating		14,200		14,200
Computer Related		0		0
Capital		0		0
Total Other Expenditures		53,000		52,300
TOTAL EXPENDITURES		312,600		316,500

REFERENCE NUMBER 3

SUB-APPROPRIATION 05-1C

ADMINISTRATIVE SERVICES

OBJECTIVES:

To provide administrative, program, and policy support as required.

ACTIVITY IDENTIFICATION:

Carries out the personnel requirements of the Department of Consumer and Corporate Affairs and the Legislative Assembly

Carries out the accounting requirements of the Department of Consumer and Corporate Affairs and the Legislative Assembly

Carries out the administrative requirements of the Department of Consumer and Corporate Affairs and the Legislative Assembly

	Adjusted Vote 1991-92		Year Ending March 31, 1993	
SALARIES $	SY	$	SY	$
Managerial	4.00	190,000	4.00	200,600
Professional/Technical	3.00	114,000	3.00	117,900
Administrative Support	5.00	145,000	5.00	149,700
Total Salaries	12.00	449,000	12.00	468,200
Other Expenditures				
Transportation		0		0
Communications		29,600		29,600
Supplies and Services		352,400		201,700
Other Operating		10,600		10,600
Computer Related		69,800		69,800
Capital		0		0
Total Other Expenditures		462,400		311,700
SUB-TOTAL		911,400		779,900
LESS: Recoverable from Legislative Assembly		(175,700)		(191,000)
TOTAL EXPENDITURES		735,700		588,900

(1) Reduction in systems expenditure for Residential Tenancies Branch re the purchase of equipment for a network required to provide improved service under the new Act. Equipment and related expenditures made in 1991/92.

REFERENCE NUMBER 4

SUB-APPROPRIATION 05-1D

RESEARCH AND PLANNING

OBJECTIVES:

To provide support services of an economic, statistical and investigatory nature.

ACTIVITY IDENTIFICATION:

Investigates marketplace problems and assesses alternative responses to them.

Conducts surveys.

Formulates legislation and other action proposals for submission to Cabinet.

Assess methods used by other governments to deal with consumer problems.

Liaises with consumer oriented groups, representatives of the business sector and government officials.

SALARIES	Adjusted Vote 1991-92 SY	$	Year Ending March 31, 1993 SY	$
Managerial	1.00	56,700	1.00	58,500
Professional/Technical	1.26	70,400	1.26	75,200
Administrative Support	0.26	13,700	0.26	13,800
Total Salaries	3.00	140,800	3.00	147,500
Other Expenditures				
Transportation		1,000		1,000
Communications		6,000		6,000
Supplies and Services		4,200		4,200
Other Operating		2,800		2,800
Computer Related		1,000		1,000
Capital		0		0
Total Other Expenditures		15,000		15,000
TOTAL EXPENDITURES		155,800		162,500

Adjusted Vote 1991/92	Appro. No.	CONSUMER AND CORPORATE AFFAIRS Details of Appropriation	Year Ending March 31, 1993	Resol tio No
3,552,900	.....2.	CONSUMER AFFAIRS	3,727,500	17

- Provides for the administration of such Acts as The Consumer Protection Act, The Personal Investigations Act, The Landlord and Tenant Act, and The Residential Rent Regulation Act.

				Ref Num
$995,400	2(a)	Consumers' Bureau	1,032,300	1
2,481,000	2(b)	Residential Tenancies Commission ...	2,618,700	2
76,500	2(c)	Grants.....	76,500	3
$3,552,900			$3,727,500	

REFERENCE NUMBER 1

SUB-APPROPRIATION 05-2A

CONSUMERS' BUREAU

OBJECTIVES:

To improve consumer/business transactions.

ACTIVITY IDENTIFICATION:

Investigate consumer complaints.

Facilitates redress by mediation or enforcement of statutory rights.

Provides information in response to consumer and business enquiries.

Reviews consumer loans at financial institutions.

Licenses, registers and sets bonds for certain business activities.

Administers The Consumer Protection Act, The Personal Investigations Act, The Charities Endorsement Act, and The Business Practices Act.

REFERENCE NUMBER 1 (CON'T)

SUB-APPROPRIATION 05-2A

CONSUMERS' BUREAU

SALARIES	Adjusted Vote 1991-92 SY	$	Year Ending March 31, 1993 SY	$
Managerial	2.00	115,700	2.00	119,900
Professional/Technical	12.00	500,000	12.00	527,900
Administrative Support	9.26	245,500	9.26	266,300
Total Salaries	23.26	861,200	23.26	914,100
Other Expenditures				
Transportation		12,200		12,200
Communications		96,700		80,700
Supplies and Services		18,300		18,300
Other Operating		7,000		7,000
Computer Related		0		0
Capital		0		0
Total Other Expenditures		134,200		118,200 (1)
TOTAL EXPENDITURES		995,400		1,032,300

(1) Reduction in the advertising budget for The Business Practices Act.

REFERENCE NUMBER 2

SUB-APPROPRIATION 05-2B

RESIDENTIAL TENANCIES BRANCH

OBJECTIVES:

To provide information and education programs to landlords and tenants to ensure the provisions of The Residential Rent Regulation Act and The Landlord and Tenant Affairs Act are understood and complied with by landlords and tenants.

To mediate and/or arbitrate security deposit disputes and other disputes between landlords and tenants.

To regulate the amount and frequency of rent increases to residential premises in Manitoba in accordance with the provisions of The Residential Rent Regulation Act and to establish and maintain a rent database pertaining to the residential rental market in Manitoba.

To provide a forum whereby decisions rendered by The Rent Regulation Bureau, regarding rent increases, can be reviewed upon appeal by an aggrieved party.

To ensure provisions of The Residential Rent Regulation Act having regard to rehabilitation and compliance are properly adhered to.

ACTIVITY IDENTIFICATION:

Residential Tenancies Branch

Resolution of disputes between landlords and tenants. (eg. security deposit disputes, repairs, right of tenant to continue occupancy.)

Registration of notices of rent increases, notices to new tenants.

Resolution of requests for above guideline increases from landlord and tenant objections to rent increases. Consideration of applications from rent roll back, re: non-compliance. Maintenance of rent database pertaining to the residential rental market in Manitoba.

Public information and education on purpose and process of Legislation. Investigation of complaints of non-compliance.

REFERENCE NUMBER 2 (CON'T)

SUB-APPROPRIATION 05-2B

RESIDENTIAL TENANCIES BRANCH

ACTIVITY IDENTIFICATION (CON'T)

Residential Tenancies

Determination of applications with respect to rehabilitation of buildings for exemption from the Act.

Residential Tenancies Commission

Processing of appeals by landlords and tenants concerning rent increase recommendations.

EXPECTED RESULTS:

It is estimated that close to 4,700 non rent increase disputes between landlords and tenants will be received and processed during the fiscal year.

In addition to actual processing of complaints, close to 5,500 walk-in interviews/informational dialogues are projected. Total telephone calls are projected to be close to 51,500.

It is projected that close to 6,500 applications for above guideline increases will be received and adjudicated.

Number of Rent appeals to be received and reviewed are estimated at over 1,500.

REFERENCE NUMBER 2 (CON'T)

SUB-APPROPRIATION 05-2B

RESIDENTIAL TENANCIES BRANCH

EXPECTED RESULTS (CON'T)

Responding to public demands for goods or services.

Implementation of government policy and direction on social and economic issues.

SALARIES	Adjusted Vote 1991-92 SY	$	Year Ending March 31, 1993 SY	$
Managerial	2.00	132,200	2.00	158,600
Professional/Technical	27.00	1,131,500	27.00	1,197,900
Administrative Support	27.00	722,400	27.00	768,300
Board Members	0.26	88,500	0.00	88,500
Total Salaries	56.26	2,074,600	56.00	2,213,300
Other Expenditures				
Transportation		57,500		57,500
Communications		151,600		150,600
Supplies and Services		152,700		152,700
Other Operating		44,600		44,600
Computer Related		0		0
Capital		0		0
Total Other Expenditures		406,400		405,400
TOTAL EXPENDITURES		2,481,000		2,618,700

REFERENCE NUMBER 3

SUB-APPROPRIATION 05-2C

GRANTS

Department of Consumer and Corporate Affairs issues two grants yearly. One is to the Community Financial Counselling Services (formerly Community Consumer Credit Counselling.) The grant is to help provide a credit counselling service for low income individuls, ($56.1). The second grant is to the Consumers' Association of Canada (Manitoba). The grant enables this organization to provide a product information and product rating service to consumers. It is a service which is not duplicated by any other organization and is provided by a combination of paid and unpaid volunteer staff. ($20.4).

OTHER EXPENDITURES	Adjusted Vote 1991-92 SY	$	Year Ending March 31, 1993 SY	$
Grants	0.00	76,500	0.00	76,500

Adjusted Vote 1991/92	Appro. No.	CONSUMER AND CORPORATE AFFAIRS (V) Details of Appropriation	Year Ending March 31, 1993	Resolution No.
$6,378,800	.....3.	CORPORATE AFFAIRS.....	6,414,800	18

- Provides for the administration of such Acts as The Corporations Act, The Insurance Act, The Securities Act, The Public Utilities Board Act, The Cooperatives Act, and The Credit Unions and Caisse Populaires Act.

				Ref. Num.
$1,347,200	3(a)	Corporations Branch.....	1,387,900	1
401,800	3(b)	Insurance Branch.....	416,700	2
1,439,500	3(c)	Manitoba Securities Commission.....	1,382,200	3
2,126,900	3(d)	Public Utilities Board.....	2,171,000	4
471,600	3(e)	Trust, Loan & External Financial Services	484,900	5
591,800	3(f)	Cooperative and Credit Union Regulation	572,100	6
6,378,800			6,414,800	

REFERENCE NUMBER 1

SUB-APPROPRIATION 05-3A

CORPORATIONS BRANCH

OBJECTIVES:

To protect the public by providing a corporate registry.

To incorporate and register businesses.

ACTIVITY IDENTIFICATION:

Incorporates Manitoba corporations under The Corporations Act and The Religious Societies' Lands Act.
Registers corporations incorporated other than under The Corporations Act.

Administers The Corporations Act, The Business Names Registration Act, The Partnership Act and The Religious Societies' Lands Act.

SALARIES	Adjusted Vote 1991-92 SY	Adjusted Vote 1991-92 $	Year Ending March 31, 1993 SY	Year Ending March 31, 1993 $
Managerial	2.00	111,900	2.00	122,100
Professional/Technical	1.00	40,100	1.00	41,000
Administrative Support	25.00	687,800	25.00	711,100
Total Salaries	28.00	839,800	28.00	874,200
Other Expenditures				
Transportation		3,000		3,000
Communications		46,000		45,000
Supplies and Services		38,700		38,700
Other Operating		5,600		5,800
Computer Related		414,100		421,200
Capital		0		0
Total Other Expenditures		507,400		513,700 (1)
TOTAL EXPENDITURES		1,347,200		1,387,900

(1) The adjustment in operating reflects increased contract costs of the "NUANS" system (Newly updated automated name search)

REFERENCE NUMBER 2

SUB-APPROPRIATION 05-3B

INSURANCE BRANCH

OBJECTIVES:

To protect the public while facilitating the transaction of the business of insurance.

ACTIVITY IDENTIFICATION:

Regulates and licenses private insurance companies.

Regulates and licenses insurance agents, brokers and adjusters.

Collects The Insurance Corporations Tax and The Fires Prevention Tax.

Administers The Insurance Act, The Insurance Corporations Tax Act and The Marine Insurance Act.

	Adjusted Vote 1991-92		Year Ending March 31, 1993	
SALARIES	SY	$	SY	$
Managerial	1.00	65,500	1.00	68,300
Professional/Technical	2.00	84,900	2.00	88,900
Administrative Support	6.00	178,100	6.00	186,700
Total Salaries	9.00	328,500	9.00	343,900
Other Expenditures				
Transportation		5,500		5,500
Communication		23,000		22,500
Supplies and Services		27,400		27,400
Other Operating		12,400		12,400
Computer Related		5,000		5,000
Capital		0		0
		73,300		72,800
TOTAL EXPENDITURES		401,800		416,700

REFERENCE NUMBER 3

SUB-APPROPRIATION 05-3C

MANITOBA SECURITIES COMMISSION

OBJECTIVES:

To protect the public while facilitating the legitimate raising of capital.

ACTIVITY IDENTIFICATION:

Licences securities dealers, brokers, underwriters, securities salesmen and investment counsel.

Requires full, true and plain disclosure of all material facts relating to new issues of securities.

Provides a comprehensive regulatory scheme designed to make available to shareholders and the public a full range of continuing financial and other information.

Overseas self-regulatory activities of the Winnipeg Commodity Exchange.

Licenses and regulates the activities of real estate and mortgage brokers, dealers and sales people.

Administers The Securities Act, The Commodity Futures Act, and the Mortgage Dealers Act.

REFERENCE NUMBER 3 CON'T.

SUB-APPROPRIATION 05-3C

MANITOBA SECURITIES COMMISSION

SALARIES	Adjusted Vote 1991-92 SY	Adjusted Vote 1991-92 $	Year Ending March 31, 1993 SY	Year Ending March 31, 1993 $
Managerial	6.00	401,700	5.00	304,600
Professional/Technical	10.00	431,800	10.00	446,500
Administrative Support	13.00	352,900	13.00	373,500
Other (Board Members)	0.00	112,000	0.00	132,000
Total Salaries	29.00	1,298,400	28.00	1,256,600
Other Expenditures				
Transportation		15,300		15,300
Communications		38,000		37,500
Supplies and Services		69,700		54,700
Other Operating		18,100		18,100
Computer Related		0		0
Capital		0		0
Total Other Expenditures		141,100		125,600
TOTAL EXPENDITURES		1,439,500		1,382,200

REFERENCE NUMBER 4

SUB-APPROPRIATION 05-3D

PUBLIC UTILITIES BOARD

OBJECTIVES:

To exercise general supervision over the operations of public utilities in Manitoba, regulating rates, service practices and certain specified business operations of the various utilities under its jurisdiction.

To licensing persons providing pre-arranged funeral services and operators of certain cemeteries together with the authorizing of fees charged for such services.

ACTIVITY IDENTIFICATION:

Has regulatory authority under The Crown Corporations Public Review and Accountaility Act, of Manitoba Telephone System, Manitoba Hydro and Manitoba Public Insurance Corporation.

Has regulatory authority under The Public Utilities Board Act of natural gas and propane distribution utilities.

Administers portions of the Municipal Act pertaining to water and sewer utilities and transit utilities.

Acts as an appellate tribunal in appeals under The Highways Protection Act from decisions of The Highway Traffic Board.

Administers The Prearranged Funeral Services Act and The Cemeteries Act.

REFERENCE NUMBER 4 CON'T)

SUB-APPROPRIATION 05-3D

PUBLIC UTILITIES BOARD

SALARIES	Adjusted Vote 1991-92 SY	$	Year Ending March 31, 1993 SY	$
Managerial	2.00	148,100	2.00	153,900
Professional/Technical	3.00	94,000	3.00	128,400
Administrative Support	4.02	119,600	4.00	124,500
Other (Board Members)	0.00	200,000	0.00	200,000
Total Salaries	9.02	561,700	9.00	606,800
Other Expenditures				
Transportation		42,500		42,500
Communications		47,500		47,500
Supplies and Services		1,391,500		1,390,500
Other Operating		58,700		58,700
Computer Related		25,000		25,000
Capital		0		0
Total Other Expenditures		1,565,200		1,564,200
TOTAL EXPENDITURES		2,126,900		2,171,000

REFERENCE NUMBER 5

SUB-APPROPRIATION 05-3E

TRUST,LOAN AND EXTERNAL FINANCIAL SERVICES

OBJECTIVES:

To provide a legislative and regulatory framework to safeguard the funds gathered from the public and ensure the prudent investment of those funds by trust and loan corporations.

To provide accounting, auditing and consulting to cooperatives to ensure the viability of the cooperative sector of the economy.

ACTIVITY IDENTIFICATION:

Administration of Part XXIV of The Corporations Act and Section 76 of The Trustee Act.

Regulation and licensing of Manitoba trust and loand corporations.

Registration of extra-provincial and federal trust and loan corporations.

Upgrading and maintenance of applicable legislation including the harmonization of our legislation with other jurisdictions.

Provide information to the public and industry as well as investigate complaints dealing with trust and loan corporations.

Full accounting services are provided to northern fishing cooperatives.

Independent audits, financial statements, tax returns, and financial training are provided for certain cooperatives.

REFERENCE NUMBER 5 (CON'T)

SUB-APPROPRIATION 05-3E

TRUST,LOAN AND EXTERNAL FINANCIAL SERVICES

	Adjusted Vote 1991-92		Year Ending March 31, 1993	
SALARIES	SY	$	SY	$
Managerial	1.00	57,400	1.00	66,000
Professional/Technical	6.00	264,700	6.00	268,700
Administrative Support	2.00	60,500	2.00	62,100
Total Salaries	9.00	382,600	9.00	396,800
Other Expenditures				
Transportation		15,900		15,900
Communications		12,900		12,000
Supplies and Services		24,300		24,300
Other Operating		29,900		29,900
Computer Related		6,000		6,000
Capital		0		0
Total Other Expenditures		89,000		88,100
TOTAL EXPENDITURES		471,600		484,900

REFERENCE NUMBER 6

SUB-APPROPRIATION 05-3F

COOPERATIVE AND CREDIT UNION REGULATION

OBJECTIVES:

To provide a legislative and regulatory framework which promotes the orderly growth and development of coperatives, credit unions and caisses populaires in Manitoba.

To provide a level of protection to members of cooperatives, credit unions and caisses populaires through the administration of the respective Acts and Regulations.

ACTIVITY IDENTIFICATION:

Monitor and inspect credit unions, caisses populaires, centrals and stabilization funds for compliance to the Acts and Regulations.

Approve incorporation documents, by-law changes, offering statements and annual reports.

Monitor the effectiveness of current legislation and develop new legislation.

Interpret intent of the Act, Regulations and by-laws of cooperatives, credit unions and caisses populaires.

Mediate disputes between members and their cooperative, credit union or caisse populaire.

Maintain statistical data on cooperatives, credit unions and caisses populaires.

REFERENCE NUMBER 6 (CON'T)

SUB-APPROPRIATION NUMBER 05-3F

COOPERATIVE AND CREDIT UNION REGULATION

EXPECTED RESULTS:

Improved cooperative, credit union and caisse populaire operations.

Reduced reliance of credit unions and caisses populaires on stabilization funds and government.

Increased self-regulation and accountability.

Informed public.

	Adjusted Vote 1991-92		Year Ending March 31, 1993		
SALARIES	SY	$	SY	$	
Managerial	3.00	179,400	3.00	186,400	
Professional/Technical	6.26	307,200	5.26	292,300	
Administrative Support	2.00	58,700	2.00	59,200	
Total Salaries	11.26	545,300	10.26	537,900	(1)
Other Expenditures					
Transportation		6,300		6,300	
Communications		14,200		12,000	
Supplies and Services		16,700		10,600	
Other Operating		9,300		5,300	
Computer Related		0		0	
Capital		0		0	
Total Other Expenditures		46,500		34,200	(2)
TOTAL EXPENDITURES		591,800		572,100	

(1) Realignment of functions result in vacent position no longer being required.

(2) Reduction due to Microcomputer repair services reduced costs, as well as postal cost reductions.

PART 3
HISTORICAL INFORMATION

DEPARTMENT OF CONSUMER AND CORPORATE AFFAIRS

APPENDIX 1

FIVE YEAR EXPENDITURE AND STAFFING SUMMARY

FOR YEARS ENDING MARCH 31, 1989 - MARCH 31, 1993

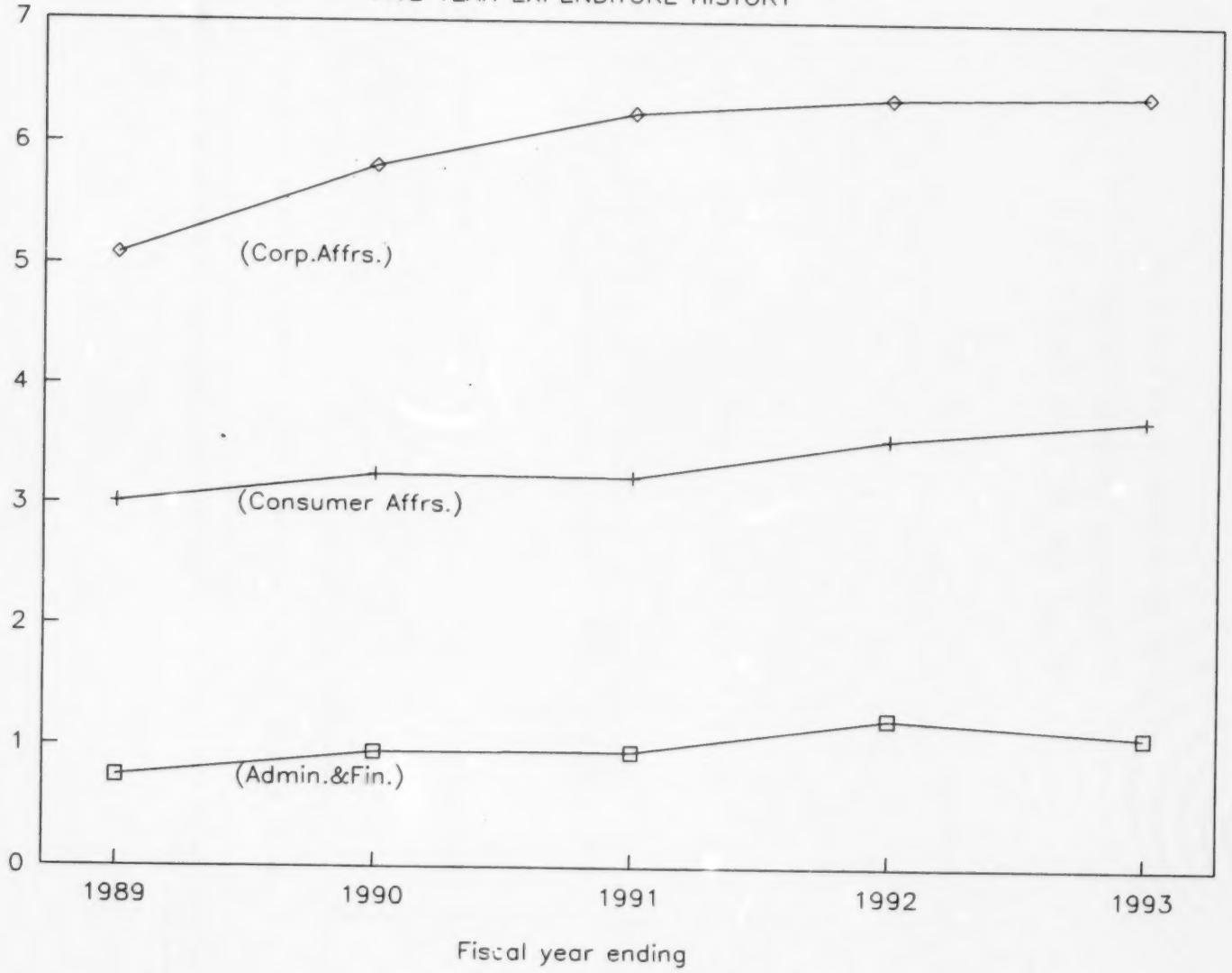
	ACTUAL/*ADJUSTED EXPENDITURES						Adjusted Vote		Main Estimates	
	1988 - 1989		1989 - 1990		1990	1991	1991	1992	1992	1993
Administration and Finance	16.17	743,700	17.17	944,500	22.26	945,900	22.00	1,224,700	22.00	1,088,500
Consumer Affairs	86.00	3,017,100	84.00	3,150,800	84.00	3,228,800	80.00	3,552,900	79.26	3,727,500
Corporate Affairs	82.00	5,084,900	82.00	5,816,600	95.26	6,251,000	95.28	6,378,800	93.26	6,414,800
TOTAL	184.17	8,845,700	183.17	9,911,900	202.00	10,425,700	197.28	11,156,400	195.00	11,230,800

* Adjusted figures reflect historical data on a comparable basis in those appropriations affected by a re-organization, during the years under review.

CONSUMER & CORPORATE AFFAIRS

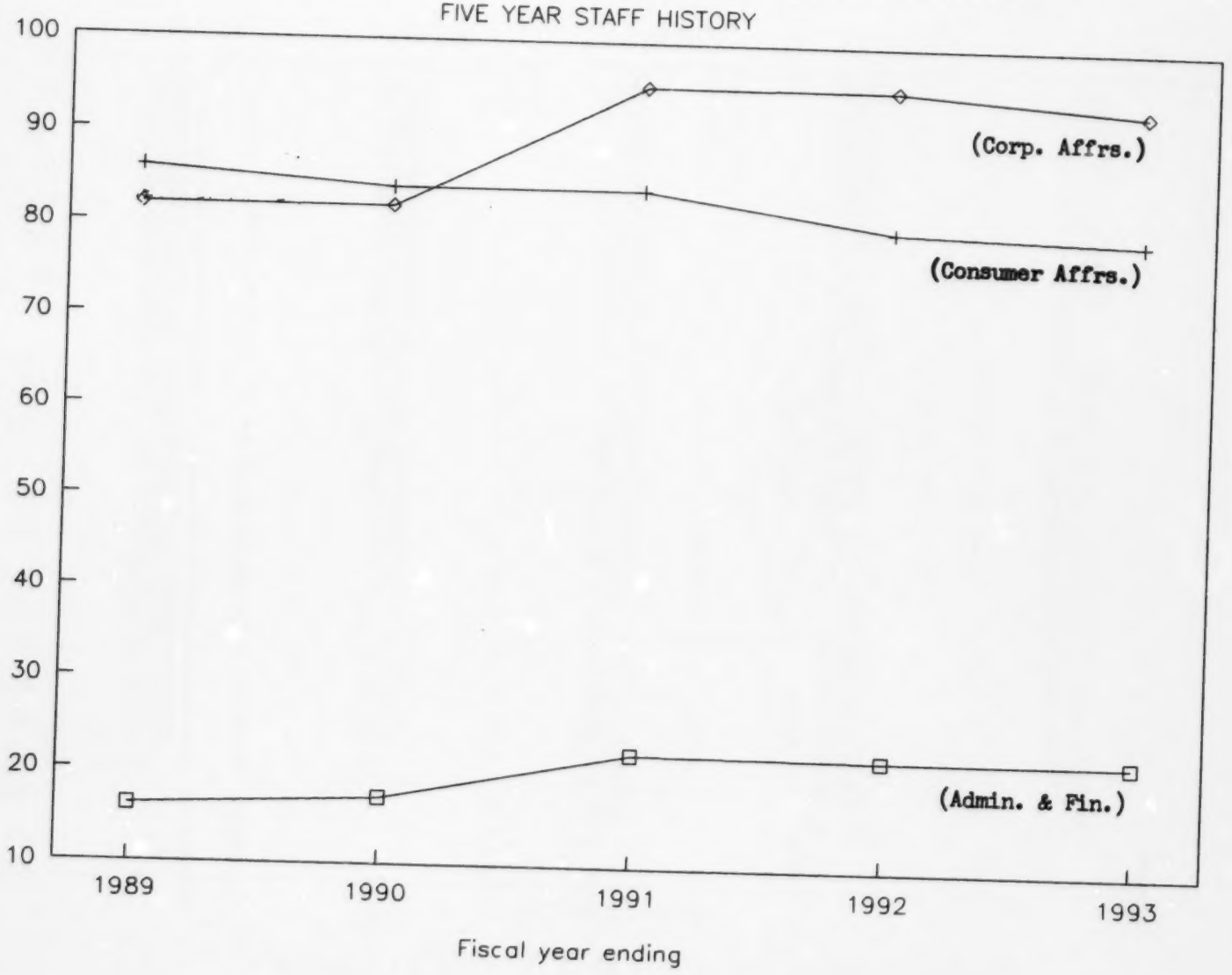
FIVE YEAR EXPENDITURE HISTORY

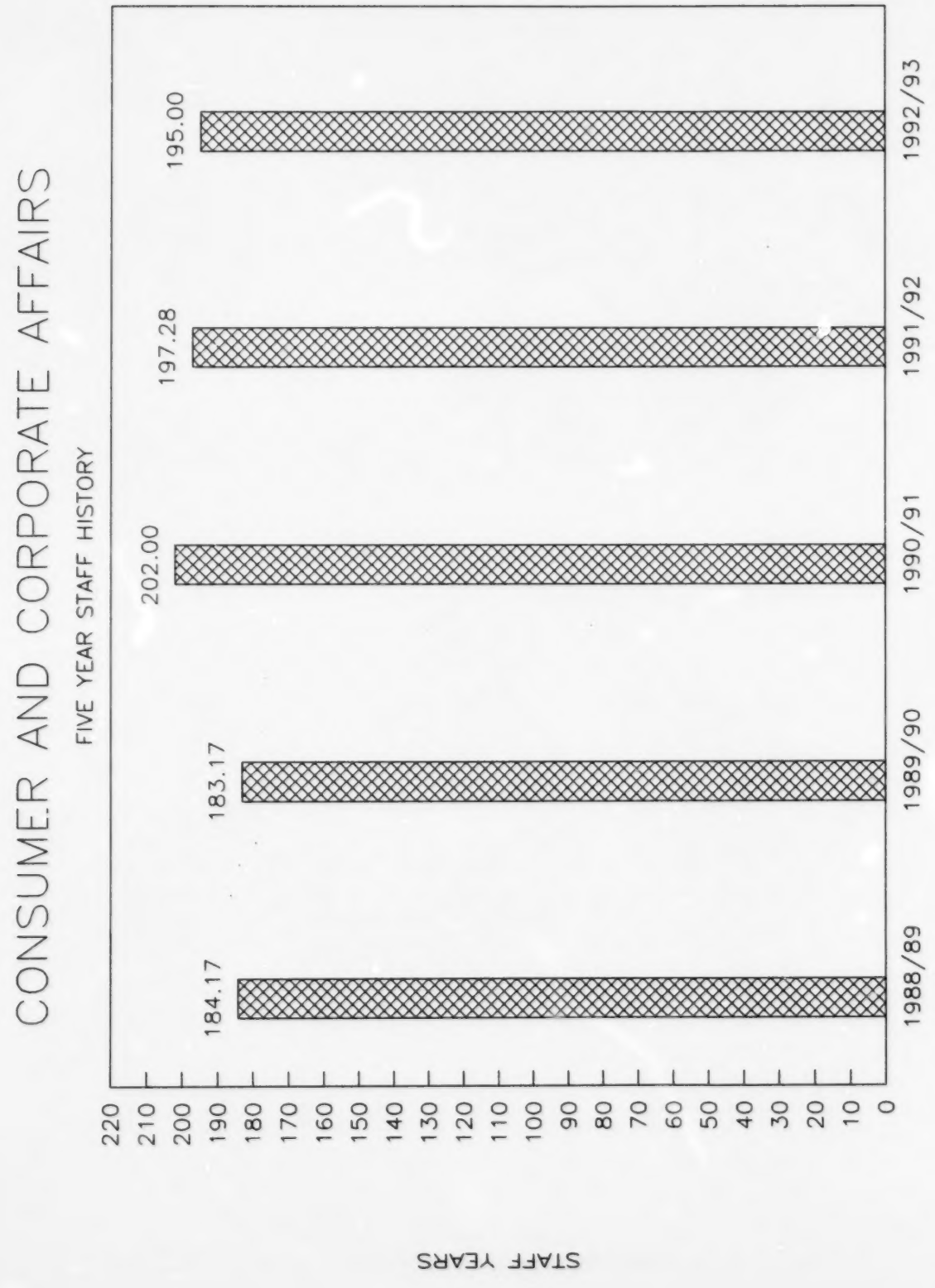
BY MAIN APPROPRIATION
(Thousands)



CONSUMER & CORPORATE AFFAIRS

FIVE YEAR STAFF HISTORY




CONSUMER AND CORPORATE AFFAIRS
FIVE YEAR STAFF HISTORY
STAFF YEARS
220
210
200
190
180
170
160
150
140
130
120
110
100
90
80
70
60
50
40
30
20
10
0
184.17
183.17
202.00
197.28
195.00
1988/89
1989/90
1990/91
1991/92
1992/93

APPENDIX 5

DEPARTMENT OF CONSUMER AND CORPORATE AFFAIRS

FIVE YEAR REVENUE SUMMARY

RELATED TO MAJOR PROGRAMS

	THE ACTUAL REVENUES			Adjusted Print	Estimate
	1988/89	1989/90	1990/91	1991/92	1992/93
Administration and Finance	88,800.00	108,700.00	111,800.00	115,500.00	115,500.00
Consumers' Bureau	219,600.00	248,300.00	252,400.00	238,400.00	239,500.00
Corporate Affairs	28,646,900.00	30,374,500.00	32,459,800.00	31,529,000.00	32,793,200.00
TOTAL	28,955,300.00	30,731,500.00	32,824,000.00	31,882,900.00	33,148,200.00

PART 4
GLOSSARY

Staff Categories

Managerial

Positions which have been delegated the authority and have the responsibility to plan, administer, and control the resources and activities of a defined organizational unit in the Manitoba Government, and are directly and fully accountable for:

- the utilization of resources in achieving planned objectives including the development of a budget and the initiation and authorization of expenditures; and

- the organization's results and impacts:

Professional/Technical

Employees who have duties to relate to specific areas of program operations requiring some functional specialization.

Included in this category are employees classified within the following components and/or series:

Education
Health
Legal, Inspection and Regulatory
Physical Sciences
Social Sciences
Trades, Operations and Services
Personnel Officer Series
Administration (with the exception of the Administrative Officer Series)
Engineers (O.P.E.E.P.M.)
Legal Aid Lawyers (L.A.L.A.)
Crown Attorneys (M.A.C.A.)
Doctors (M.M.A.)
L.A.M.C. Staff
Professional Officer Series

Note: Those employees who are designated as managers and are also classified within one above components or the excluded component shall be categorized only once, as managerial.

Administrative Support

Employees who have duties related to the provision of support and assistance to program operations.

Included in this category are employees classified within the clerical compenent or the Administrative Officer series.

Staff Years

1.00 staff year equates to 52 weeks of employment, therefore, fractions of staff years represent weeks of employment. For example, 65.20 staff years means 65 full staff years and 20 weeks of employment.

Object Code

An object code is a classification of expenditures according to the nature of expense such as salaries, facilities, etc., which identifies the object of expenditure out of appropriation funds. The Manitoba Government accounting system tracks expenditures according to the following summary level object codes:

Summary Level 1-digit Codes	
Personnel Services (Salaries)	Regular Earnings, Other Earnings (Overtime, Shift Premium), Departmental Ministers and Members of the Legislative Assembly, Fringe Benefits, Other (Worker's Compensation Allowance, Supplement), Health and Education Tax Levy, Personnel Services Recoveries.
Grants/Transfer Payments	Discretionary Grant, Non-Discretionary Grant, Transfer Payment.
Transportation	Vehicles, Aircraft, Other (taxi, bus, freight, rail).
Communication	Telephone, Electronic Mail, Postage, Courier, Advertising, Exhibits, Radio Systems.
Supplies and Services	Operating supplies, Materials, Office Supplies, Repairs and Maintenance, Utilities, Rentals, Professional Services, Other Fees, Supplies and Services Recovery.
Public Debt	Debt Redemption, Interest on Debt, Discount on Debt, Amortization, Bank Charges, Foreign Exchange, Sinking Fund, Other Charges.
Capital	Land, Buildings, Furniture, Vehicles, Equipment, Capital Grants, other Physical Assets.

Other Operating	Hotels, Meals, Computer Related Charges, Loss, Damage, Insurance and Extraordinary Costs, Publications, Employee Education Assistance, Relocation and Transfer Costs, Other (membership fees, hospitality, uniforms, conference/ convention registration fees, incidental allowances)
Social Assistance Related Acts	Clothing for Citizens, Fees and Services, Assistance Payments (food, shelter, allowances, utilites), Transporation, Health, Special Needs.
Adjusted Vote	Is a realignment of previous year's vote for any organizational change to provide for more accurate and realistic comparisions from one budget year to the next.
Staff Turnover Allowance	Is an adjustment made to a salaries account to allow for attrition and staff turnover. It is a negative adjustment to enable the organization to more accurately display salary requirements.